EMPIRE SPRINGS CHARTER SCHOOL BOARD OF DIRECTORS

43466 BUSINESS PARK DRIVE • TEMECULA, CA 92590

REGULAR MEETING
MINUTES

June 12, 2014
9:30 – 11:30a.m.
43448 Business Park Drive / Temecula, CA 92590

I. PRELIMINARY

Our mission is to empower students by fostering their innate curiosity, engaging their parents, and promoting optimum learning by collaboratively developing a personalized learning program for each student.

1. *Action*: **Call to Order and Pledge of Allegiance**
   a. Board Chair, Ms. Mammoth, called the meeting to order at 9:35a.m.

PRESENT:

Robin Mammoth, Board Chair	Amy Podratz, Assistant Supt – Business and Admin Ops
Heidi Chan, Board Vice Chair	Vondella McCombs, Springs Charter Schools Board Secretary
Marlene Darrow, Board Secretary	Debbie Essel, Assistant Superintendent – Education
Tracey Vela, Board Director	Debbie Daniel, Assistant Superintendent – Pupil Services
Donald Langille, Board Director	Vivian Price, Assistant Superintendent – Education
Justin Moldenhauer, Board Director	Brenda Ramirez, Controller I
Dr. Kathleen Hermsmeyer, Superintendent	Charles Vela, Community Member
Kyla Shofner, Director of Charter Relations	

2. *Action*: **Approval of Agenda**
   a. **Ms. Vela moved to approve the agenda.**
   b. **Mr. Langille seconded.**
   c. Discussion: None
   d. **5 AYES (Vela, Langille, Darrow, Mammoth, Moldenhauer); 0 NOES; 2 ABSENT (Burt, Chan). Motion adopted.**

3. *Action*: **Approval of Meeting Minutes – May 15, 2014**
   a. **Mr. Moldenhauer moved to approve the May 15, 2014 meeting minutes.**
   b. **Ms. Vela seconded.**
   c. Discussion: None
   d. **5 AYES (Moldenhauer, Vela, Darrow, Langille, Mammoth); 0 NOES; 2 ABSENT (Burt, Chan). Motion adopted.**

Ms. Chan arrived to the meeting at this time.

II. CONSENT AGENDA

Consent agenda items are considered routine and may be enacted by a single motion. Any Board Director may request removal of any item from the consent agenda for consideration under the regular agenda if discussion of the item is desired. Items not removed from the consent agenda will stand approved upon the motion of a Board Director, followed by a second and majority vote.

4. *Action*: **Approval of Warrant Listing & Personnel Action Reports (May)**

a. **Ms. Darrow moved to approve the consent agenda.**
b. **Mr. Moldenhauer seconded.**
c. **6 AYES (Darrow, Moldenhauer, Chan, Langille, Mammoth, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

III. COMMUNITY RELATIONS

This is an opportunity for community members to speak to any item on the agenda or regarding subjects or concerns that do not appear on the agenda. Any person wishing to speak is requested to complete the "Request to Speak" form found at the entrance to the meeting and to bring it forward to the Board Secretary. Presentations are limited to five minutes. Government Code Section 54954.2 and Education Code Section 35145.5 prohibit the Board from discussing or acting upon matters not on the agenda.

5. *Information*: **PUBLIC COMMENTS**
- **a.** None

6. *Information:* **BOARD COMMENTS**
- **a.** Mr. Langille: I'm looking forward to Graduation this Saturday.

IV. GOVERNANCE

7. *Action:* **Approval of Revised Board Policy 2001.1 – Uniform Complaint Procedures**
- **a.** Ms. Chan moved to approve revised Board Policy 2001.1 – Uniform Complaint Procedures.
- **b.** Mr. Langille seconded.
- **c.** Discussion:
  - **i.** Ms. Mammoth: This policy states that all complaints must go through the Superintendent (or designee). What happens if there is a complaint against the Superintendent?
  - **ii.** Dr. Hermsmeyer: We can add the following language: **If the complaint is regarding the Superintendent, the complaint should be directed to the Governing Board Chair via email at governing.board@riverspringscharter.org.**
- **d. Mr. Langille moved to approve revised Board Policy 2001.1 – Uniform Complaint Procedures as amended.**
- **e. Mr. Moldenhauer seconded.**
- **f. 6 AYES (Langille, Moldenhauer, Chan, Darrow, Mammoth, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

8. *Action:* **Approval of Board Policy 3010.1 – Volunteers**
- **a.** Ms. Vela moved to approve Board Policy 3010.1 – Volunteers.
- **b.** Mr. Langille seconded.
- **c.** Discussion:
  - **i.** Ms. Chan: If there are student volunteers, would they not be able to use student restrooms (see page 4, #10)?
  - **ii.** Ms. Essel: This policy only concerns adult volunteers.
  - **iii.** Ms. Podratz: We can add under DEFINITIONS: Volunteers that a volunteer is defined as an individual **18 years and older**.
- **d. Ms. Chan moved to approve revised Board Policy 3010.1 – Volunteers as amended.**
- **e. Mr. Langille seconded.**
- **f. 6 AYES (Chan, Langille, Darrow, Mammoth, Moldenhauer, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

9. *Action:* **Approval of Board Policy 4008.1 – Debt**
- **a. Mr. Langille moved to approve Board Policy 4008.1 – Debt.**
- **b. Ms. Vela seconded.**

c. Discussion:
   i. Ms. Podratz: The Springs Charter Schools consortium only has short-term debt at this time. River Springs takes out the large loan, and Empire pays off their portion of the loan to River (with interest) which is outlined in the Memorandum of Understanding (MOU). The main reason we do this is because there is no credit history with Empire Springs, whereas River Springs does have good credit history and qualifies for lower interest rates. If this Board ever assumes long-term debt, it would be through this organization alone. The Superintendent signs loans on behalf of the charter.
   ii. **The Board requested inclusion of the actual loan document showing the amount of the loan as part of the consent agenda.**
   iii. Ms. Podratz (in response to a question from Ms. Mammoth): Any money that comes and goes is explained in the budget. However, the loan is a revenue that does not show in the budget. The loan fees do show in the budget.
d. **6 AYES (Langille, Vela, Chan, Darrow, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

10. *Action:* **Approval of Board Policy 4009.1 – Accounting**
a. **Ms. Vela moved to approve Board Policy 4009.1 – Accounting.**
b. **Ms. Darrow seconded.**
c. Discussion: None
d. **6 AYES (Vela, Darrow, Chan, Langille, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

11. *Action:* **Approval of Board Committee for Superintendent Evaluation**
a. **Ms. Mammoth moved to approve Ms. Vela and Ms. Burt to serve on the Board Committee for Superintendent Evaluation for 2013-14 and 2014-15.**
b. **Mr. Moldenhauer seconded.**
c. Discussion:
   i. The Board discussed the timeline of evaluating the Superintendent.
d. **6 AYES (Mammoth, Moldenhauer, Chan, Darrow, Langille, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

12. *Information:* **Year in Review – Summary of Data Reports & Trainings (2013-2014)**
a. *See attached Year in Review from 2013-2014.*
b. **The Board requested that the Year in Review document be posted on the website.**

V. CLOSED SESSION – *Called to order at 10:19a.m.*

13. *Action:* **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
a. Property: 12005 Jack Benny Drive / Rancho Cucamonga 91739

VI. OPEN SESSION – *Reconvened at 10:33a.m.*

14. *Action:* **Public Report of Action Taken in Closed Session in Accordance with Gov Code Section 54957.1/54957.9**

13. *Action:* **CONFERENCE WITH REAL PROPERTY NEGOTIATOR** (Property: 12005 Jack Benny Drive / Rancho Cucamonga 91739)

a. Ms. Darrow moved to allow staff to negotiate the terms of the lease for the Rancho Cucamonga Learning Center. Ms. Vela seconded. 6 AYES (Darrow, Vela, Chan, Langille, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt).

VII. STUDENT ACHIEVEMENT

15. *Information*: **Report from the Superintendent (Including WASC Update)**

- **a.** *See attached Report from the Superintendent.*
- **b. The Board requested that staff discuss with legal counsel language for an agreement to protect the intellectual property of Empire's Venture program, especially given how portable the program is given its online nature.**

16. *Action:* **Approval of Local Control Accountability Plan (LCAP)**

- **a. Mr. Langille moved to approve the Local Control Accountability Plan (LCAP).**
- **b. Ms. Vela seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Langille, Vela, Chan, Darrow, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

VIII. BUSINESS

17. *Action*: **Approval of Final July 1, 2014-2015 Budget**

- **a. Ms. Darrow moved to approve the Final July 1, 2014-2015 Budget.**
- **b. Ms. Chan seconded.**
- **c.** Discussion:
  - **i.** Ms. Podratz discussed the high points of the Final July 1, 2014-2015 Budget.
- **d. 6 AYES (Darrow, Chan, Langille, Mammoth, Moldenhauer, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

18. *Action:* **Approval of Memorandum of Understanding with River Springs Charter School**

- **a. Mr. Moldehnauer moved to approve the Memorandum of Understanding with River Springs Charter School.**
- **b. Ms. Chan seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Moldenhauer, Chan, Darrow, Langille, Mammoth, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

19. *Action:* **Approval of Memorandum of Understanding with Springs Charter Schools**

- **a. Mr. Langille moved to approve the Memorandum of Understanding with Springs Charter Schools.**
- **b. Ms. Vela seconded.**
- **c.** Discussion:
  - **i.** The Board discussed the issue of meals.
- **d. 6 AYES (Langille, Vela, Chan, Darrow, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

20. *Action:* **Approval of Education Protection Account (EPA) Final Expenditures (2013-2014)**

- **a. Ms. Darrow moved to approve the Education Protection Account (EPA) Final Expenditures (2013-2014).**
- **b. Mr. Langille seconded.**
- **c.** Discussion: None
- **d. 6 AYES (Darrow, Langille, Chan, Mammoth, Moldenhauer, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

21. *Action:* **Approval of Education Protection Account (EPA) Spending Plan (2014-2015)**

a. **Mr. Langille moved to approve the Education Protection Account (EPA) Spending Plan (2014-2015).**
b. **Mr. Moldenhauer seconded.**
c. Discussion: None
d. **6 AYES (Langille, Moldenhauer, Chan, Darrow, Mammoth, Vela); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

IX. ADJOURNMENT

22. *Action:* **Motion to Adjourn the Meeting**

a. **Ms. Darrow moved and Ms. Vela seconded to adjourn the meeting at 11:30a.m.**
b. **6 AYES (Darrow, Vela, Chan, Langille, Mammoth, Moldenhauer); 0 NOES; 1 ABSENT (Burt). Motion adopted.**

X. NEXT REGULAR MEETING

Thursday, August 14, 2014, 9:00 – 12:00 p.m.
Temecula Administrative Offices – Executive Conference Room – 43448 Business Park Drive / Temecula 92590

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Marlene Darrow, Board Secretary Date

In compliance with the Americans with Disabilities Act (AB3035; CH 300, Statutes of 2000), if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the charter school's governing board, please contact the Administrative Office at (951) 252-8891. Notification by 10:00am on Tuesday prior to the board meeting (48 hours) will enable the school to make reasonable arrangements to assure accessibility to this meeting. Upon request, the school shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.